

HOOPA VALLEY TRIBAL COUNCIL REQUISITION FOR PURCHASE

P.O. BOX 1348 • HOOPA, CA 95546 • (530) 625-4211

VENDOR:ADDRESS:CITY, STATE:		_ PURCHASE ORDER NO:							
					PHONE NUMBER: () ZIP				
					QTY. DESCRIPTION		ACCOUNT NO.	UNIT COST	TOTAL AMOUNT
		-							
		CUDTOTAL:	¢						
☐ CHECK REQUEST ☐ PURCHASE ORDER ☐ RETURN TO DEPARTMENT		SUBTOTAL: \$SHIPPING & HANDLING: \$STAX: \$							
					TOTAL COST:				
		REQUISITION PREPARED BY:		AUTHORIZATION FOR					
NAME:		DEPT. HEAD:							
TITLE:		FISCAL SIGNATURE:							
DEPARTMENT:									
PHONE:									